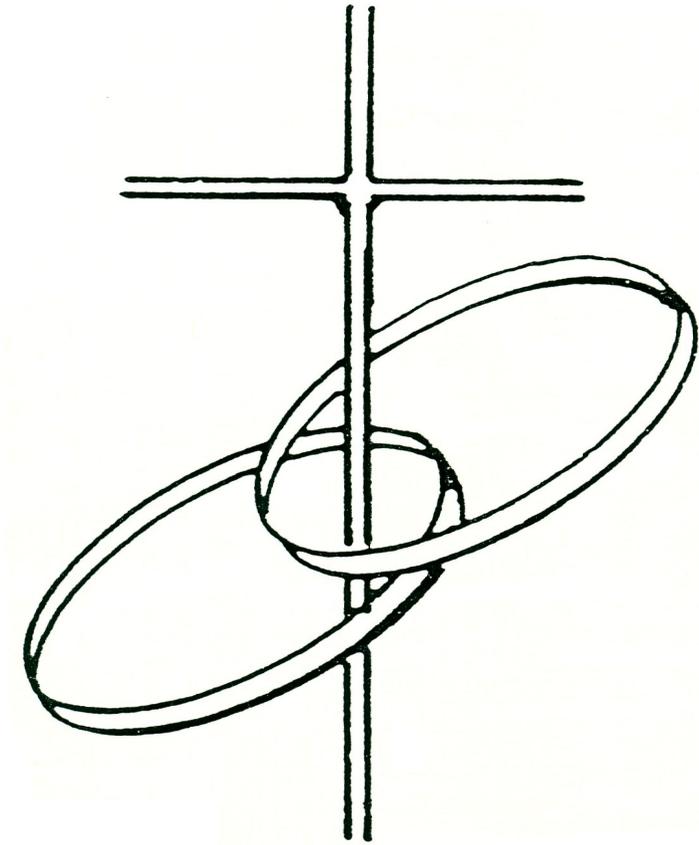


WEDDING HANDBOOK



Trinity Lutheran Church
102 N. 7th Ave. E.
Truman, MN 56088

WEDDING GUIDELINES FOR TRINITY LUTHERAN CHURCH Truman, Minnesota

PLANNING YOUR WEDDING

The wedding is, first of all, a worship of God who calls a man and woman together in marriage. Recognizing as you plan your ceremony that God ordains marriage will give you clearer vision of what your wedding service should be.

Soon after your engagement you will want to make an appointment to meet with your pastor to set a date for your wedding service. As well as sharing in your happiness, he or she will help you to identify those qualities which you desire in your wedding and in your relationship to each other and to the church. He/she is concerned that you see that your wedding is not an elevation of you as a couple or of a romanticized idea of love, but first of all, the worship of the God of love. This should be true not only of your wedding, but also of your life together.

Actually, the first steps toward a joyful wedding and happy marriage are taken long before the processional notes sound. During your courtship and especially during the engagement, the process of learning and growing together in love and in faith toward our Lord Jesus Christ has already begun. Your pastor can ask questions and propose answers, but only the two of you together can prepare yourselves for a life which exhibits a Christ-centered lifestyle and a love which finds its foundation in God's love to man through Jesus Christ.

It is good that your marriage begins in the church. It is not that the sanctuary provides an impressive background for the ceremony but that this setting has a real meaning for you because the church is the place where God's people come together and corporately ask God's blessing on this union, and thank Him for that blessing.

The wedding has traditionally been the bride's affair. She handled all the arrangements while the groom stood aside. Because the ceremony involves the groom and the bride equally, the groom should be included in the planning session. We encourage the bride and groom to share in the planning and financial responsibilities for their wedding. And remember, this service is a reflection of the relationship of the bride and groom to their Lord. As such, it should not become a display or production to impress friends or to conform to social conventions.

THE BRIDE AND GROOM'S PRAYER

O Father, our hearts are filled with a happiness so wonderful that we are almost afraid. This is our wedding day and we pray that the beautiful joy and the memory of this day will become more sweet and tender with each passing anniversary.

You have sent us each other. Help us to be worthy of each other's love and trust, to be a real helpmate, sweetheart, and friend to each other. Give us a home in which we will always find comfort and pleasure in each other. Be with us now as we start our lives together and keep us from selfishness and mistrust.

Bless our wedding day, O Lord, and sanctify us in our roles as husband and wife. If you see fit, grant us the privilege of parenthood. Walk with us to the end of our journey, O Father, and bless us as we start our new life together. In Jesus' Name.

Amen.

Congregational participation in the service is meaningful since the ceremony is a worship service for the people of God. Singing hymns, responsive readings and prayers are effective ways of involving your guests in worship.

Holy Communion may be celebrated as a part of your wedding ceremony. If the Sacrament is included in the service, it is offered to all guests since it is intended for the assembled family of God.

The pastor, organist, vocalists and others will be instrumental in making your wedding day both organized and a beautiful memory.

GUEST PASTORS

A guest pastor may take part in the service if permission has been given by the Trinity pastor. The Trinity pastor will contact the other pastor and issue an invitation, so be prepared to have an address or phone number for that person. Please remember that the Trinity pastor is the host pastor.

THE MARRIAGE COUNSELING SESSIONS

In order that those who are married may have a clear understanding of what is involved in a Christian marriage, the pastor requires at least four premarital counseling sessions. These sessions should be arranged at the convenience of the pastor and the couple. The first session should be scheduled 6 months to 1 year and no later than three months before the wedding date.

communication
conflict resolution
sexual relationship

religious orientation
personality issues
children and marriage

THE WEDDING PARTY

THE REHEARSAL

The rehearsal should be held at a time when all members of the wedding party can be present. Please advise all members of the bridal party to conduct themselves with proper decorum. The rehearsal is a time of careful preparation for the worship service. Remind all members of the wedding party to be **on time** for the rehearsal and the wedding.

THE MARRIAGE LICENSE

Please have the **marriage license 2 weeks prior of the time of the wedding.**

This will facilitate filling out the certificate before hand. Keep in mind that there is a **five working day waiting period after the marriage license application.**

Don't forget to pick it up!

ORGANIST AND SPECIAL MUSIC

Arrangements for organist and special music should be made as soon as possible. It is your responsibility to contact an organist. If our church organist is not available, pastor may give you the names of others you may call. It is also acceptable to have a pianist instead of an organist. Talk to the church office if you have your own musician and please contact the pastor in regards to your selection of music.

WEDDING MUSIC

Yours is to be a Christian wedding in a Christian church. Consider therefore, the fact that music suitable for a worship service should be used and ought to express dignity, reverence and joy. The instrumental and vocal music should not be thought of as entertainment or background music but as music of praise to God.

Popular and theatrical love songs extol romanticized or secular ideas about love and marriage and detract from the worship of God. All vocal music must be cleared with the pastor.

PRESIDING MINISTER

PARENTS

GRANDPARENTS

MATRON/MAID OF HONOR

BRIDESMAIDS

BEST MAN

GROOMSMEN

FLOWER GIRL

RING BEARER

USHERS

ORGANIST

SOLOIST

PERSONAL ATTENDANTS

(This is just a sample of how these people could be announced in your wedding bulletin. Others may be added to the list as you see fit.)

**THE WEDDING SERVICE
of
(names of Bride and Groom)**

**TRINITY LUTHERAN CHURCH
TRUMAN, MINNESOTA**

~~~~~  
**DATE**

**TIME**  
~~~~~

**PRELUDE
PROCESSIONAL
GREETING
DECLARATION OF INTENTION**

SCRIPTURE READINGS:

MEDITATION (OR MESSAGE)

**EXCHANGE OF VOWS
EXCHANGE OF RINGS
ACCLAMATION**

**LIGHTING OF THE UNITY CANDLE
SOLO**

**THE PRAYER
THE LORD'S PRAYER
MARRIAGE BLESSING**

PRESENTATION OF THE COUPLE

RECESSIONAL

POSTLUDE

(This is only a sample for you to follow. With the help of the pastor you may set up the service as you wish).

MARRIAGE SCRIPTURE SUGGESTIONS (*recommended verses)

Gospel

Matthew 5:1-10
Matthew 5:14-16
*1 Cor. 12-31-13:13
*Matthew 19:3-6
John 2:1-10
John 15:9-17

New Testament/Old Testament

*Genesis 2:18-24
Ephesians 5:1-2, 21-33
Philippians 4:4-9
Colossians 3:12-17
1 John 4:7-16
Phil 2:1-4

(You may choose guest readers or ask pastor to read your selection. If you select music or scripture not included in these suggestions, please contact the pastor for his/her input.)

PHOTOGRAPHER

It is the policy of Trinity Lutheran Church that no flash pictures be taken after the beginning procession and through the end of the ceremony (benediction). Non-flash pictures may be taken at any time as long as the photographer is unobtrusive. Certainly you will not want the solemnity and reverence of the ceremony marred by light flashes.

By scheduling the posed photographs before the service, the photographer is not rushed and the guests are not neglected. Please notify your photographer of these policies and arrange a check list of photos you want the photographer to take. Also, your photographer is to talk with the pastor before the ceremony concerning picture taking policies.

VIDEO RECORDERS

These are quite acceptable; however, this equipment should be set up at least two hours prior to the service and should be operated by knowledgeable persons. Contact the pastor for further details.

FLOWER ARRANGEMENTS

Flowers, although certainly not necessary, have become a customary decoration for the sanctuary and wedding party. Contact a member of the Wedding Committee concerning floral arrangements and use of our candelabra. Floor standing candelabra are not available in our church, but if you do rent them, please place clear plastic drip mats under them to protect the carpeting. Notify the pastor if you wish to leave flowers for the Sunday worship service.

PRINTED ORDER OF SERVICE

Since it is possible that you will have people present who are not familiar with the order of a wedding service, you might consider a printed order of service so that the entire congregation may participate. The printed order will also be a most suitable memento for you and for your friends. You may purchase wedding bulletin covers from a religious bookstore or similar store. Contact the church secretary if you require assistance.

USHERS

It is important that your ushers acquaint themselves with the church so they may direct guests to restrooms, etc.

It is not always necessary that the bride's friends and relatives sit on the left and the groom's friends and relatives on the right. Very often it is well to have as many people sit on the right as on the left side of the church.

Suggestion: Guests may be ushered to their seats from the outside aisles. The pastor will explain further duties at the time of the rehearsal.

BEFORE THE SERVICE: (broken down by minutes)

- 30 min. Be ready to seat guests. Try to keep people toward the front. Front pews of each sector are reserved for parents and grandparents. Check with the bridal party to determine how many pews you need to reserve.
- 5 min. Light the candles on the altar (if there are no designated acolytes). The candle lighter is in the small room on the pulpit side of the altar, behind the door. Do not light the large Pascal Candle if it is sitting out. If there is a unity candle arrangement, light only the short candles unless otherwise instructed by the bridal party.
- 5 min. Seat the grandparents of the bride and groom. Maternal grandparents to the left of the altar and paternal grandparents to the right.
- 1 min. Seat the parents of the groom
- 0 min. Seat the mother of the bride in the front pew. After the bride's mother is seated, two ushers pull the aisle runner out (if there is one). Hold all late-comers in the narthex until after the opening prayer. The ushers should be prepared to offer emergency service to anyone who may have special needs.

PASTOR

Keep in mind the time spent with you before your wedding, counseling sessions, etc. **A minimum of \$150-\$200 is suggested.** A Guest Pastor: take into consideration mileage, time spent, motel, etc.

ORGANIST OR PIANIST

An organist/pianist will spend many hours helping you select appropriate music, etc., plus the time spent practicing and playing at the wedding. **A minimum of \$100.00 is suggested.**

SOLOISTS & OTHER MUSICIANS

Use your own discretion. Consider the time spent planning and practicing for the wedding service.

Please keep in mind...if you are going to be delayed for a meeting with the pastor, organist , etc., please call and advise them of this. There have been occasions when the organist has been "left at the altar" for long periods while waiting for the prospective bride and groom to keep their appointment.

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WEDDING COMMITTEE:

Sadie Mosloski (507-236-7024). Call a member of our wedding committee regarding questions or referrals as needed.

It is always good to have a “go-for” to answer questions and make sure things are getting done before the service. This will give you the freedom to concentrate on the wedding itself.

We hope that this handbook is helpful to you. It may seem like a lot of information but we want all of your questions answered with the help of this book. If you have any further questions contact the pastor or a member of the Wedding Committee. Your wedding day is your “special” day. Enjoy it to the fullest and may God continue to bless you both.

JANITOR

If you wish to hire the church janitor to do some clean up for you, please notify the pastor or a Wedding Committee member. A minimum of \$50.00 will be charged and there may be an additional charge depending on the work that has to be done. A portion of the communion railing may be removed if you wish. Please contact the janitor to do this for you; he will require a small charge for doing this.

RECEPTION LINE

Some brides and grooms prefer to usher their guests out themselves. If not, the reception line may be held in the narthex or outside. If you are having a reception at the church, it is good to have the line going away from the reception area. It is suggested the line consists of the bride, groom and parents only.

GRATUITIES

Members: Members must be a member for a least one year (The bride or groom must be a member). There will be a charge of \$100.00 for the use of the church. This is payable to the church secretary when the wedding date is reserved. In case of cancellation of the wedding this fee will be returned.

For non-members:

There will be a charge of **\$200.00** for the use of the church. This is payable to the church secretary when the wedding date is reserved. In case of cancellation of the wedding, this fee will be returned.

Please keep in mind the time spent by each person in preparation for your wedding. Give them due consideration.

RINGING THE BELL

The bell controls are located at the back of the church on the left side as you look at the altar. **Ring the bell three times after the prelude is finished and before the recessional of the bridal party begins. (Usually after the blessing of the couple. Watch the pastor. He/she will nod to you or bow their head and wait.)**

LIGHTS

Consult the pastor. The lights and fan controls are located at the back of the church on the wall on the right side as you look toward the altar.

SEATING IN THE SANCTUARY

You may seat 208 comfortably, 260 if you “squeeze guests in the pews. This is not counting the front pews, reserved for the parents and grandparents. You may seat approximately 30 people in the balcony. Overflow seating may be set up in the narthex directly behind the glass windows. You may set up chairs from the fellowship hall.

FLOWER GIRLS AND RINGBEARERS

Experience has shown that the use of children in a bridal party is not always wise. Consider the ability of the little flower girl or ring bearer to participate worshipfully in your wedding service. If you choose to have either or both, they may be seated with their parents after the processional.

OTHER INFORMATION

Trinity is air conditioned in the main part of the church. The new addition is air conditioned also. You may use any of these rooms for changing, etc. In the large room there is a wet bar and small refrigerator for your convenience. We stress that you **return the facilities to the condition you found them.**

We have wedding banners available for your use. Check with a Wedding Committee member if you are interested.

We have a kneeler and a unity candle stand and silver or gold candle holders. You furnish the candles (one larger one and two smaller ones). The church has a pair of candelabras which you may use. Contact a member of the wedding committee at least one month before your wedding if you plan to use them.

The paraments can be changed to white if you contact a wedding committee member. The use of any additional decorating accessories available at the church need to be cleared with a wedding committee member.

Any changes to the altar area must be returned to its original state with the supervision of the pastor or someone on the Wedding Committee. The altar must not be removed from the sanctuary. It can be moved back for more room.

Do not make any changes in the sanctuary until all guests have been ushered from the church.

Make sure the church is ready for Sunday's worship.

The center isle is 46½ feet from the altar steps to the entrance door to the sanctuary. For safety purposes we discourage the use of the aisle runner unless it is securely fastened to the floor. If not, it could pose a hazard to those leaving the pews. Another suggestion is to have the ushers remove the runner before the guests depart.

NO alcoholic beverages are allowed in the church or on the grounds of the church. Also, Trinity is a smoke-free facility.

We ask that your guests not throw rice as you leave the church; instead we suggest you use bird seed or soap bubbles.

Discourage your wedding party from chewing gum during the service.

If you wish to have the pastor's spouse and family attend your wedding, it is appropriate to send them an invitation. It is also appropriate to send wedding invitations to your organist and soloists or others doing special music.

GROOMS DINNER: If the pastor and spouse, musicians, etc. are invited to the dinner, please send an invitation or call in advance. Otherwise, they assume they are not invited.

PICTURE TAKING SUGGESTION: Have some sort of snacks and beverage on hand in the kitchen or the gathering room in the new addition during this time. Some of your bridal party may have traveled several hours and perhaps haven't eaten lunch, etc. A little snack will "pep" everyone up. Keep everyone well hydrated!

Following the wedding the church proper and grounds should be picked up. Please remember to sweep the front walk if an abundance of bird seed remains.

GIFTS

The church assumes no responsibility for gifts brought to the church. Someone should be in charge of gifts at all times. We suggest you have people at each entrance to receive gifts from guests. The room at the foot of the balcony is a good place to collect gifts. Some people take gifts directly to the south back door of the church and load in a van or other large vehicle which can be locked during the service. If you have gifts in your home, we suggest you have someone "house sit" during the time you will be gone.

GUEST BOOK

We suggest that the guest book be placed in the narthex of the church so that guests may sign it before the ceremony. If the service is about to start and there are guests still waiting to sign, ask them to sign following the service or during the reception. You could also arrange to have two lines with pages that can be taken from the guest book. We have two podiums that may be used for the guest book or you may use one of the tables in the narthex.

SMALL CHILDREN

If there are small children at your wedding, we suggest you have someone supervise them if their parents are involved in the service. We especially urge you to keep children out of the balcony unless they are supervised.

CHECKLIST

- _____ Marriage license and church fees are due 2 weeks ahead of time
- _____ Finalize plans with pastor
- _____ Photographer
- _____ Music
- _____ Flowers
- _____ Wedding gifts
- _____ Host, Hostess
- _____ Wedding service
- _____ Videographer
- _____ Bulletin
- _____ Guest book